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Project Weekly Time Tracking Report

Project Name:	XYZ Computer System	**Project Manager:**	Ken Owttrim
Project Description:	new manufacturing information system	**Week Beginning:**	MONDAY 16-Feb-2009

		Actual Hours Worked								Estimated	
Employee	**Basic Role Description**	**Mon** 2/16	**Tues** 2/17	**Wed** 2/18	**Thu** 2/19	**Fri** 2/20	**Sat** 2/21	**Sun** 2/22	**TOTAL**	**Total Hours Remaining**	**Final Date Complete**
Bob Allison	Engineering lead	8.0	8.0	8.0	8.0	8.0			40.0		
Ken Owttrim	Project Manager	9.0	9.0	9.0	8.0	8.0			43.0		
Mary Brown	Engineering technician	8.0	8.0	8.0	8.0	8.0			40.0		
									0.0		
									0.0		
									0.0		
									0.0		
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									0.0		
									0.0		
									0.0		
									0.0		
									0.0		
									0.0		
									0.0		
Totals:		25.0	25.0	25.0	24.0	24.0	0.0	0.0	123.0		

Comments/Issues/Concerns:

none

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